



**KATHLEEN CONNELL**  
**Controller of the State of California**

May 1, 2002

**TO ALL SUPPLEMENTAL LAW ENFORCEMENT OVERSIGHT COMMITTEES AND  
RECIPIENT ENTITIES**

This letter serves to inform each of the 58 Supplemental Law Enforcement Oversight Committees (SLEOC) and all recipient entities of the new Supplemental Law Enforcement Services Fund (SLESF) reporting requirements established by Senate Bill (SB) 736 and SB 823. In response to questions we have received concerning how SB 736, Chapter 475, Statutes of 2001, and SB 823, Chapter 21, Statutes of 2002, affect the current funding and reporting requirements of the SLESF, we provide the following information.

SB 736, effective October 4, 2001, amended Government Code (GC) section 30063, subdivision (d), to return the reporting deadline of the SLESF annual reports filed by each SLEOC, from August 15 to October 15. Additionally, SB 736 added language regarding encumbrance of SLESF allocations. GC section 30061, subdivision (e), provides that "funds received pursuant to subdivision (b) shall be expended or encumbered in accordance with the provisions of this chapter no later than June 30 of the following fiscal year. A local agency that has not met this requirement shall remit unspent SLESF moneys to the State Controller's Office (SCO) for deposit into the General Fund." Therefore, all unspent SLESF balances as of June 30, 2000 and all SLESF funding received during fiscal year 2000-01 must be spent or encumbered by June 30, 2002. Thereafter, SLESF funding received in fiscal year 2001-02 must be spent or encumbered by June 30, 2003.

Encumbrances, as defined in *Governmental Accounting, Auditing, and Financial Reporting* published by Government Finance Officers Association (GFOA), are commitments related to unperformed (executory) contracts for goods and services. An encumbrance requires a commitment by the recipient entity prior to the end of the fiscal year and that the commitment or transaction be completed within an encumbrance liquidation period.

One year is a reasonable period of time to liquidate all SLESF encumbrances. Therefore, all June 30, 2002, encumbrances of SLESF moneys must be liquidated by June 30, 2003. Likewise, all June 30, 2003, encumbrances of SLESF moneys must be liquidated by June 30, 2004. Please see the enclosed SLESF timeline.

All local agencies are required to remit unspent SLESF moneys to the SCO for deposit in the General Fund (GF). SLESF moneys are deemed unspent when any of the following occur: moneys are not spent or encumbered by June 30 of the following fiscal year; moneys are encumbered as of June 30 but the encumbrance is subsequently cancelled; or moneys are encumbered as of June 30 but not liquidated within one year.

May 1, 2002

Local agencies must use the enclosed SLESF remittance form to remit unspent SLESF moneys to the SCO for deposit in the GF. This form is also available on the State Controller's Web site at <http://www.sco.ca.gov/ard/local/locrep/slesf>.


SB 823, effective April 8, 2002, deleted the provision that would have eliminated an agency's allocation of SLESF moneys for failure to spend SLESF moneys and/or failure to file the SLESF annual report timely. Instead, GC section 30063, subdivision (f) provides that "a county, a city, or a city and county that fails to submit the data required pursuant to subdivision (d) of this section ... shall not continue to expend funds allocated pursuant to subdivision (b) of Section 30061 or interest earned pursuant to subdivision (b) of this section until that data and that report are submitted as required by this chapter."

The amendments made by SB 736 and SB 823 require that the existing SLESF reporting format be modified. Therefore, each of the 58 SLEOC's will be required to file its 2001-02 SLESF Annual Report using the new SLESF reporting format that will be available in June 2002 on the State Controller's Web site at <http://www.sco.ca.gov/ard/local/locrep/slesf>.

It is the intent of the SCO to inform each county's SLEOC and all recipient entities of the changes to the SLESF program requirements. Therefore, we request that each SLEOC provide a copy of this informational letter to each SLESF funding recipient in its county as soon as possible.

If you have any questions regarding this information, please call Craig Goodman of the Division of Accounting and Reporting at (916) 445-1958.

Sincerely,



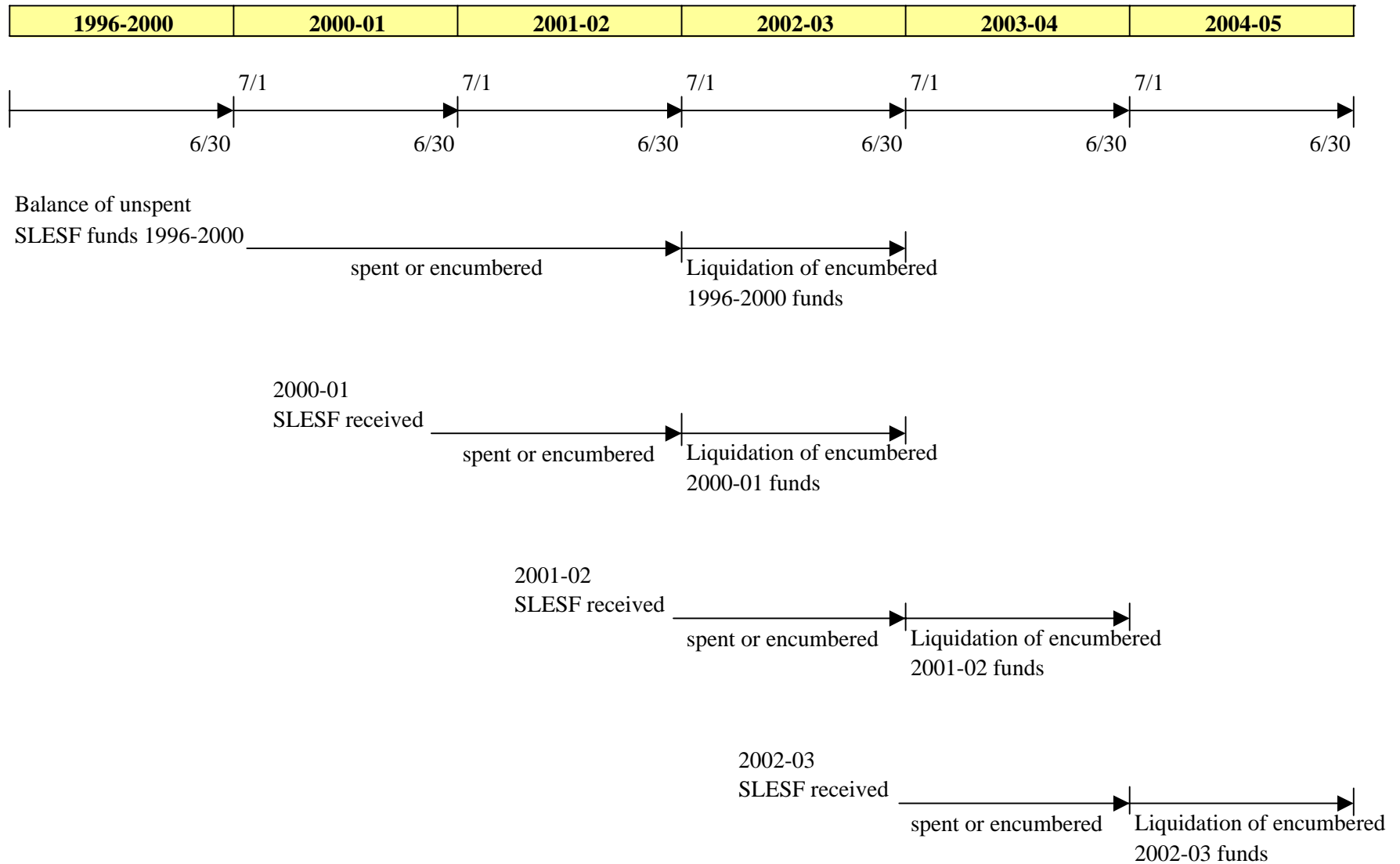
WALTER BARNES  
Chief Deputy Controller, Finance

WB:GH:rcg

Enclosure

cc: Department of Finance  
Board of Corrections  
Legislative Analyst's Office  
California State Association of Counties  
California State Sheriff's Association

## Supplemental Law Enforcement Services Fund (SLESF) Timeline Senate Bills 736 and 823



**Supplemental Law Enforcement Services Fund (SLESF)**  
**Remittance of Unspent Moneys**  
**For Deposit into the General Fund**  
**In Accordance with Government Code Section 30061**

Please include this form with your check for unspent SLESF moneys.

Amount Returned	Date Moneys Received	Fiscal Year	Check One		Reason for Return*
			COPS	Juvenile Justice**	

**County:** \_\_\_\_\_

**Agency:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Official Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

The following list details when SLESF moneys are deemed unspent:

\*SLESF moneys are not spent or encumbered by June 30 of the following fiscal year;

\*SLESF moneys are encumbered as of June 30 but the encumbrance is subsequently cancelled; or

\*SLESF moneys are encumbered as of June 30 but not liquidated within one year.

**Mail To:**

**State Controller's Office**

**Division of Accounting and Reporting**

**County Cost Plans and Apportionments**

**P.O. Box 942850**

**Sacramento, CA 94250-5875**

**\*\*If you checked Juvenile Justice, please mail an additional copy of this remittance form to:**

**Board of Corrections**

**Juvenile Justice Crime Prevention Program**

**600 Bercut Drive, Suite A**

**Sacramento, CA 95814**